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~~CONFIDENTIAL~~*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 15 November 1961

FROM : Deputy Chief, Language Training

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

1. Several members of the LAS language training faculty received a demonstration on 13 November from Mr. Edward Allen and Mr. Robert Gozzo of Chester Laboratories of their "dial system" laboratory set-up. This arrangement offers a good deal of flexibility of operation and may make possible some real savings in the operation of language laboratories. Mr. Allen has promised to send cost figures for typical modular components of the language laboratory system which will enable us to compute fairly accurately prices for various kinds of set-ups. He has promised this material by early next week. [REDACTED] plan to travel to Ann Arbor early in the week of 4 December to see the laboratory set-up at the University of Michigan and to talk to Dr. Rand Morton who has been the leading planner of this type of laboratory arrangement. Upon completion of these investigations, it will be possible to make a determination of the best course for us to follow with respect to installation of a language lab of this type.

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2. Office of Security has requested a full-time basic German course for 3 or 4 OS employees to begin on 2 January. We have asked them to reconsider the timing of this course since their plan envisions giving the people other training after they have completed the language course and before departure for overseas. They have agreed to re-examine their position and report to us within a few days. In any case, we will be able to provide the necessary training although the 2 January starting date may interfere with the later regularly scheduled running of the course. If the change is made, it will be coordinated with EE Division.

3. In Advanced Russian (RSW) use is being made of the technique of "free conversation." This takes the form of an informal question-and-answer period on everyday life and institutions. [REDACTED] our young instructor who left the USSR

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less than three years ago, answers the questions of the students who have shown a keen interest in his descriptions of existence in Russia and how the citizens actually live under the Soviet Marxist order. [REDACTED] reveals a keen ability to keep the conversational exchange moving and to correct errors of pronunciation and structure within reasonable limits. About one of the six class hours is spent in this manner.

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4. [REDACTED] who was engaged to teach the French Intermediate Phase I part-time class and did very satisfactorily conduct the course during the last six weeks, will not be able to continue with the course due to illness in the family.

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[REDACTED] has kindly consented to take the class on an interim basis until a new instructor can be found.

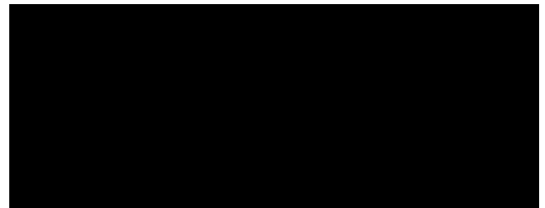
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5. [REDACTED] are finishing the first 16 lessons of the Agency course in basic spoken Chinese. These will be ready for use by the new class starting next Monday. They will replace the first 12 lessons of the Yale book, Spoken Chinese.

6. During the past week twenty-one written proficiency tests were given in Armenian, Bulgarian, Dutch, French, and German. Fourteen of the candidates were from DD/P and seven from other components.

Thirteen oral proficiency tests were given during the past week in Arabic, Armenian, Chinese, Czech, Danish, French, Norwegian, Persian, and Vietnamese. Seven of the candidates were from DD/P and six from other components.

Twenty-nine Language Award certificates were forwarded to the Registrar this past week.



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